

# **Kremmling Sanitation District**

## **Job Description**

### **OPERATOR 1**

#### **Supervised by:**

Works under the direct supervision of the lead operator.

#### **Purpose of Position:**

To assist in the basic operation of the wastewater treatment plant, collection system and reclaimed water system.

#### **Work Schedule and Benefits**

This is a full-time, year-round position with benefits. Normal scheduled work week is 40 hours which may be five 8 hour days or four 10 hour days. Benefit package includes medical, dental, and life insurance. Other benefits include paid holidays, vacation and sick days, and a retirement plan.

#### **Primary Duties of Position:**

Areas of work could include, but are not limited to:

- Inspection, repair and maintenance of the collection system, treatment plant, and reuse water system.
- Maintenance or repair of facilities or machinery including buildings, pumps, vehicles, and equipment.
- Maintaining maintenance records and schedules.
- Performing general janitorial and yard care duties.
- Locating lines and manholes.
- Inspecting and mapping new service connections.
- Operation and maintenance of a combination jet-vac truck.
- Lift station and force main operations and maintenance.
- Respond to an emergency situation, if contacted.
- Knowledge of District policies and procedures, including safety procedures.
- May be responsible for working rotating weekend duty.
- Assisting with collection of wastewater samples.
- Assisting with laboratory procedures.
- Snow removal.
- Other duties as assigned.

#### **Required knowledge, skills and abilities:**

- Requires the skills to properly use and operate hand and power tools, equipment and vehicles in the operation and maintenance of District facilities.
- Must be able to follow written and oral instructions and/or direction.
- Mechanical aptitude related to vehicle and equipment repair and maintenance.
- Working knowledge of applications software for Windows environment and Microsoft Office is desired.
- Ability to establish and maintain effective working relationship with supervisor, co-workers, and general public.

**Education:**

High school diploma (or GED), or higher.

**Certifications and Licenses:**

Possess and maintain a valid Class B Commercial Driver's License.

(or able to obtain within 6 months of hire.)

Possess a Class S wastewater operator license

(or able to obtain within 6 months of hire.)

**Environmental and Physical Conditions:**

- Ability to lift and carry 50 pounds on a routine basis.
- Ability to perform physical activities requiring walking, sitting, standing, climbing, crawling, bending, stooping, kneeling and reaching.
- Ability to work in varied weather conditions.
- Ability to work in confined spaces.
- Employee must work in plant and laboratory facility where noise, chemicals, bacteria and fumes may be present and may be exposed to electrical and mechanical equipment.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.